

## CRM 340-900 Research Methods Fall 2018

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Also by appointment.

**Welcome** to our course! This syllabus will provide you with important information concerning our course, university & classroom policies, required materials, my expectations of you, and what you can expect from me. Please take the time to read our syllabus thoroughly and let me know if you have any questions.

**Course Description:** As stated in the course catalog, CRM 340 is “an overview of research design as applied to research on crime and justice. Topics include hypothesis formulation, sampling techniques, reliability and validity, survey construction, field observation, and evaluation research.”

**Required Course Texts:** We have one required textbook, cited below. Additional readings will be provided to you by your instructor.

Bachman, R.D., & Schutt, R.K. (2018). *Fundamentals of research in criminology and criminal justice* (4<sup>th</sup> edition). Thousand Oaks, CA: Sage Publications.

**Student Learning Outcomes:** Below are my projected learning outcomes for you as a student in this course.

The Department of Criminology & Criminal Justice is committed to six core learning outcomes for its students which you can read at:

[http://criminology.missouristate.edu/undergraduate/Learning\\_Outcomes.htm](http://criminology.missouristate.edu/undergraduate/Learning_Outcomes.htm)

As follows, this course addresses five of those six learning outcomes:

- *SLO2: Students will be able to communicate effectively, orally and in writing, using appropriate references and technologies.* This learning outcome will be assessed through both your analysis paper and research proposal paper.
- *SLO3: Students will be able to assess the basic quality of research in criminology and criminal justice publications and other media.* This learning outcome will be assessed through the research proposal paper.

- *SLO4: Students will be able to evaluate ethical issues related to the criminal justice system and criminology.* This learning outcome will be assessed through the analysis paper.
- *SLO5: Students will identify issues of diversity and human rights in relation to the workings of the criminal justice system and criminology.* This learning outcome will be assessed during our unit on research ethics.
- *SLO6: Students will employ critical thinking skills when evaluating issues in criminology and criminal justice.* This learning outcome will be assessed through the analysis paper and various module assignments.

In addition to the student learning outcomes identified by our department, the following learning outcomes are specific to this course.

- *Students will understand basic concepts and terms related to research methods in the field of criminology.* This learning outcome will be assessed through quizzes, the analysis paper, and the research proposal paper.
- *Students will be able to comprehend the research studies that they read.* This learning outcome will be assessed through the research proposal paper.
- *Students will demonstrate their ability to write a literature review and design a research study.* This learning outcome will be assessed through the research proposal paper.

### **Classroom & University Policies**

Below are important classroom and University policies. Please read carefully.

#### **Late Work**

Late work is not accepted in this class unless a specific hardship or emergency warrants an exception. Should an emergency occur that will impact your ability to submit an assignment on time, please let me know right away. If I deem that the situation warrants an extension, accommodations will be made. Please note that it is important to me as an instructor that all of my students are given equal opportunities. Extensions will not be given without careful consideration and appropriate verification.

#### **Final Grades**

It is important to me that all of my students are treated equally, fairly, and given the same opportunities to earn points and achieve the grade that reflects their ability and effort. I therefore do not adjust final grades by curving, rounding up or down, or offering certain students extra credit opportunities that are not offered to all students. Once your final grade is accurately calculated, it is final and will not be adjusted or changed. Appeals and requests due to hardship need to be communicated to me at the time of the disabling or distracting event, not after your final grade has been calculated.

## **Communication**

It is important to me that I have good communication with my students. Besides talking to me in person, email is the most efficient way to reach me. I work hard to respond to student emails within 48 business hours. If you do not hear back from me within two business days, please follow up with me.

## **Academic Integrity**

Missouri State University is a community of scholars committed to developing educated persons who accept the responsibility to practice personal and academic integrity. You are responsible for knowing and following the University's academic integrity policy plus additional more-specific policies for each class. The University policy, formally known as the "Student Academic Integrity Policies and Procedures" is available online at [http://www.missouristate.edu/policy/Op3\\_01\\_AcademicIntegrityStudents.htm](http://www.missouristate.edu/policy/Op3_01_AcademicIntegrityStudents.htm) and also at the Reserves Desk in Meyer Library. Any student participating in any form of academic dishonesty will be subject to sanctions as described in this policy. Any student participating in any form of academic dishonesty (as defined by the university) will be subject to sanctions as described in this policy. Please note that any person plagiarizing will receive a "0" for the assignment and risks the possibility of an "F" or "XF" for the course. This means that you must turn in original work created by you specifically for this course, as well as cite authors that you paraphrase or quote in your papers, assignments, and in our online discussion forums. If you have any questions about what constitutes academic dishonesty you need to ask me (your instructor) and/or refer to the University's policy. Please note that all of your written assignments will be run through Safe Assign in order to check for incidents of plagiarism and duplicate submission.

## **Statement of Nondiscrimination**

Missouri State University is an equal opportunity/affirmative action institution, and maintains a grievance procedure available to any person who believes he or she has been discriminated against. At all times, it is your right to address inquiries or concerns about possible discrimination to the Office for Institutional Equity and Compliance, Park Central Office Building, 117 Park Central Square, Suite 111, 417-836-4252. Other types of concerns (i.e., concerns of an academic nature) should be discussed directly with your instructor and can also be brought to the attention of your instructor's Department Head. Please visit the OED website at [www.missouristate.edu/equity/](http://www.missouristate.edu/equity/). It is personally important to me that we create a learning environment together where no student experiences discrimination due to sex, age, sexual and/or gender identity, race or ethnicity, religious affiliation, political affiliation, or economic status. Please work with me in cultivating and maintaining such an environment, and alert me quickly to any indication of discrimination in our class or campus.

### **Statement on Disability Accommodation**

To request academic accommodations for a disability, contact the Director of the Disability Resource Center, Meyer Library, Suite 111, 417-836-4192 or 417-836-6792 (TTY), [www.missouristate.edu/disability/contact.htm](http://www.missouristate.edu/disability/contact.htm). Students are required to provide documentation of disability to the Disability Resource Center prior to receiving accommodations. The Disability Resource Center refers some types of accommodation requests to the Learning Diagnostic Clinic, which also provides diagnostic testing for learning and psychological disabilities. For information about testing, contact the Director of the Learning Diagnostic Clinic, 417-836-4787, <http://psychology.missouristate.edu/ldc>.

### **Cell Phone Policy**

As a member of the learning community, each student has a responsibility to other students who are members of the community. When cell phones or pagers ring and students respond in class or leave class to respond, it disrupts the class. Therefore, the Office of the Provost prohibits the use by students of cell phones, pagers, PDAs, or similar communication devices during scheduled classes. All such devices must be turned off or put in a silent (vibrate) mode and ordinarily should not be taken out during class. Given the fact that these same communication devices are an integral part of the university's emergency notification system, an exception to this policy would occur when numerous devices activate simultaneously. When this occurs, students may consult their devices to determine if a university emergency exists. If that is not the case, the devices should be immediately returned to silent mode and put away. Other exceptions to this policy may be granted at the discretion of the instructor.

### **Emergency Response Statement**

At the first class meeting, students should become familiar with a basic emergency response plan through a dialogue with the instructor that includes a review and awareness of exits specific to the classroom and the location of evacuation centers for the building. All instructors are provided this information specific to their classroom and/or lab assignments in an e-mail prior to the beginning of the fall semester from the Office of the Provost and Safety and Transportation. Students with disabilities impacting mobility should discuss the approved accommodations for emergency situations and additional options when applicable with the instructor. For more information go to <http://www.missouristate.edu/safetran/51597.htm> and <http://www.missouristate.edu/safetran/erp.htm>.

### **Dropping a Class**

It is your responsibility to understand the University's procedure for dropping a class. If you stop attending this class but do not follow proper procedure for dropping the class, you will receive a failing grade and will also be financially obligated to pay for the class. For information about dropping a class or withdrawing from the university, contact the Office of the Registrar at 836-5520.

### **Audio and Video Recording Course Activity**

Students may make audio or video recordings of course activity. However, the redistribution of audio or video recordings from the course to individuals who are not students in the class is prohibited without the express permission of the faculty member and any of the students who are recorded.

### **Religious Accommodation**

The University may provide a reasonable accommodation based on a person's sincerely held religious belief. In making this determination, the University reviews a variety of factors, including whether the accommodation would create an undue hardship. The accommodation request imposes responsibilities and obligations on both the individual requesting the accommodation and the University. Students who expect to miss classes, examinations, or other assignments as a consequence of their sincerely held religious belief shall be provided with a reasonable alternative opportunity to complete such academic responsibilities. It is the obligation of students to provide faculty with reasonable notice of the dates of religious observances on which they will be absent by submitting a *Request for Religious Accommodation Form* to the instructor by the end of the third week of a full semester course or the end of the second week of a half semester course.

### **Mental Health and Stress Management**

As a student you may experience a range of personal issues that can impede learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance and may reduce your ability to participate in daily activities. You can learn more about free and confidential Missouri State University Counseling Center services available to assist you at <https://counselingcenter.missouristate.edu/>.

### **Title IX Policy**

Missouri State University has a Title IX policy that guides our response to instances of sexual violence. Sexual Violence includes: Rape, Sexual Assault, Sexual Misconduct, Sexual Discrimination, Domestic Violence, Dating Violence, Stalking, Sexual Harassment and Pregnancy issues. The Title IX policy can be located on the MSU Title IX website at [www.missouristate.edu/titleix/](http://www.missouristate.edu/titleix/). This website is also a good resource for any questions or issues involving Title IX and contains contact information for the MSU Title IX Office and staff.

If an MSU student discloses a Title IX related issue to a MSU faculty or staff member who is deemed to be a "Responsible Employee" under the policy, that faculty or staff member is **required to report** such disclosure to the Title IX Coordinator. A responsible employee includes any employee who has the authority to take action to redress sexual violence; who has been given the duty of reporting incidents of sexual violence or any other misconduct by students to the Title IX Coordinator or other appropriate school designee; or whom a student could reasonably believe has the authority or duty to take action. Taylor Health employees and MSU Counseling Center

Clinicians are not considered to be Responsible Employees under the policy, and therefore, are not required to report Title IX issues to the Title IX Coordinator.

### **Chosen Name Policy/Gender Pronouns**

A student may choose a name other than their legal name to identify themselves at Missouri State University. A chosen name is different than the student's legal name. Refer to the [Chosen Name policy](#) for more information. Students can provide their chosen first and middle names in the *Profile* tab of [My Missouri State](#). In addition to your chosen name, please do not hesitate to let me know if there are specific pronouns by which you would prefer to be addressed.

**Course Assignments & Grading:** The following are brief descriptions of our major course assignments.

**Student Profile Sheet:** During our first module, I will ask each of you to submit a brief profile sheet so that I can learn more about you and your course goals.

**Online Discussion:** Eleven of our modules will include one Blackboard discussion forum devoted to a specific question relevant to the topics covered in the module. Please note, discussion posts may not be completed after the close of the module and late posts will not receive credit.

**In-Class Graded Activities:** There will be six graded in-class activities during our course. These activities are designed to help you practice using concepts we learn in class and prepare you for the analysis paper and the research proposal paper. Please note that you must attend class in order to complete and receive credit for these activities.

**Module Quizzes:** There will be 11 short module quizzes in this course. Each will correspond with the assigned reading and lectures for the week in which it is administered. You are allowed to utilize your notes while taking these quizzes; however, you will only have a limited amount of time to complete each quiz. Quizzes will be administered in class (see class schedule below).

**Syllabus Quiz:** During our first module there will be a short, online quiz covering our course syllabus.

**APA Quiz:** In this class we will discuss the importance of adhering to APA formatting, as well as formatting's role in the research process. As an exercise in learning and practicing APA formatting rules, you will take an online quiz over common formatting rules.

**Analysis Paper:** Towards the middle of the semester I will give you detailed instructions as to the parameters and expectations of this assignment. In this assignment, you will be asked to create a 5-7 paged written analysis of a research proposal (which I will provide for you), using concepts you have learned in class. This is the equivalent of a midterm exam and may therefore not be turned in after the original deadline.

**Research Proposal Paper:** At the beginning of the semester I will give you detailed instructions as to the parameters and expectations of this assignment. This assignment will require that you write a literature review, design an original research study, and create a survey. Prep work for this assignment will be broken down throughout the semester. This is the equivalent of a final exam and may therefore not be turned in after the original deadline.

**Self-Review:** At the end of the term you will be asked to complete a written review of your work during the course, especially your research proposal paper.

**Class Attendance:** Your attendance and engagement in our class sessions is important. However, I realize that perfect attendance is not always possible. You are able to miss TWO scheduled class sessions before non-attendance will begin impacting your final course grade.

## Grading Structure

A= 90%-100%

B= 80%-89.99%

C= 70%-79.99%

D= 60%-69.99%

F= Below 60%

## Points Breakdown

Student Profile Sheet	10 points
Online Discussion: 11 modules @ 5 points per module	55 points
In-Class Graded Activities: 6 @ 5 points each	30 points
Module Quizzes: 11 quizzes @ 5 points per quiz	55 points
Syllabus Quiz	5 points
APA Quiz	10 points
Analysis Paper	100 points
Phase I	5 points
Phase II	55 points
Phase IV	10 points
Research Proposal Paper	150 points
Self-Review	15 points
Class Session Attendance	60 points
<b>TOTAL</b>	<b>560 points</b>

## Course Schedule

Below is a projected schedule for our course together; however, we may make adjustments as needed throughout the semester. **Please note that in each module I may assign additional supplemental reading not listed on this schedule.**

Module	Dates	Topic	Textbook Readings	Class Sessions	Online & Other Assignments
<b>Module 1</b>	Monday August 20 – Sunday August 26	Introductions	(none)	<b>Monday:</b> Introductions & Course Overview <b>Wednesday:</b> Research Proposal Paper Overview & The Research Process	<b>Online:</b> Discussion Forum (Thurs/Sun) and Syllabus Quiz (Sun) <b>Other:</b> Student Profile Sheet (Sun)
<b>Module 2</b>	Monday August 27 – Sunday September 2	Knowledge Production & The Research Process	chapter one	<b>Monday:</b> Lecture & Graded Activity <b>Wednesday:</b> Lecture and Module 2 Quiz	<b>Online:</b> Discussion Forum (Thurs/Sun) <b>Other:</b> Phase I (Sun)
<b>Module 3</b>	Monday September 3 – Sunday September 9	Theory & Research Questions	chapter two	<b>Monday:</b> NO CLASS – Labor Day Holiday <b>Wednesday:</b> Lecture and Module 3 Quiz	<b>Online:</b> Discussion Forum (Thurs/Sun) <b>Other:</b> (none)
<b>Module 4</b>	Monday September 10 – Sunday September 16	Formatting & Source Searching  Research Ethics in Criminology	chapter three	<b>Monday:</b> Formatting & Source Searching <b>Wednesday:</b> Lecture and Module 4 Quiz	<b>Online:</b> Discussion Forum (Thurs/Sun) and APA Quiz (Sun) <b>Other:</b> (none)
<b>Module 5</b>	Monday September 17 – Sunday September 23	Conceptualization & Measurement	chapter four	<b>Monday:</b> Lecture & Graded Activity <b>Wednesday:</b> Lecture and Module 5 Quiz	<b>Online:</b> Discussion Forum (Thurs/Sun) <b>Other:</b> (none)
<b>Module 6</b>	Monday September 24 – Sunday September 30	Sampling	chapter five	<b>Monday:</b> Lecture & Graded Activity <b>Wednesday:</b> NO CLASS – work on Phase II	<b>Online:</b> (none) <b>Other:</b> Phase II (Sun)

<b>Module 7</b>	Monday October 1 – Sunday October 7	Causation & Experimentation	chapter six	<b>Monday:</b> Lecture & Graded Activity <b>Wednesday:</b> Lecture and Module 7 Quiz	<b>Online:</b> Discussion Forum (Thurs/Sun) <b>Other:</b> (none)
<b>Module 8</b>	Monday October 8 – Wednesday October 10	Midterm Assessment	(none)	<b>Monday:</b> NO CLASS - Phase III Meetings <b>Wednesday:</b> NO CLASS - Phase III Meetings	<b>Online:</b> (none) <b>Other:</b> Analysis Paper (Wed)
	Thursday October 11 – Sunday October 14	Fall Break			
<b>Module 9</b>	Monday October 15 – Sunday October 21	Survey Research	chapter seven	<b>Monday:</b> Lecture <b>Wednesday:</b> Graded Activity and Module 9 Quiz	<b>Online:</b> Discussion Forum (Thurs/Sun) <b>Other:</b> (none)
<b>Module 10</b>	Monday October 22 – Sunday October 28	Qualitative Methods & Data Analysis	chapter eight	<b>Monday:</b> Lecture <b>Wednesday:</b> Lecture and Module 10 Quiz	<b>Online:</b> Discussion Forum (Thurs/Sun) <b>Other:</b> (none)
<b>Module 11</b>	Monday October 29 – Sunday November 4	Analyzing Content & Quantitative Data Analysis	chapter nine	<b>Monday:</b> Lecture <b>Wednesday:</b> Lecture and Module 11 Quiz	<b>Online:</b> (none) <b>Other:</b> Phase IV (Sun)
<b>Module 12</b>	Monday November 5 – Sunday November 11	Evaluative Research	chapter ten	<b>Monday:</b> Lecture and Graded Activity <b>Wednesday:</b> Lecture and Module 12 Quiz	<b>Online:</b> Discussion Forum (Thurs/Sun) <b>Other:</b> (none)
<b>Module 13</b>	Monday November 12 – Sunday November 18	Mixing & Comparing Methods	chapter eleven	<b>Monday:</b> Lecture and Module 13 Quiz <b>Wednesday:</b> OPTIONAL – Paper Questions and Check ins	<b>Online:</b> Discussion Forum (Thurs/Sun) <b>Other:</b> (none)
	Monday November 19 – Sunday November 25	Thanksgiving Break			

<b>Module 14</b>	Monday November 26 – Sunday December 2	Reporting Research Results & Participatory Action Research	chapter twelve	<b>Monday:</b> Lecture <b>Wednesday:</b> Lecture and Module 14 Quiz	<b>Online:</b> Discussion Forum (Thurs/Sun) <b>Other:</b> (none)
<b>Module 15</b>	Monday December 3 – Sunday December 9	Paper Work Week	(none)	<b>Class sessions this week are optional – pop into my office during class time if you need help with your paper</b>	<b>Online:</b> (none) <b>Other:</b> Research Proposal Paper & Self Review (Sun)
<b>Finals Week</b>				<b>Final Class Session is on Wednesday December 12 from 1:15-3:15</b>	